**Paris Public Library**

**Board of Trustees**

**December 11, 2023**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by President Janine Brann. Boylan, Brann, Garver, Gill, Gross, Lehman, McGill, Punzelt - present.

Earlywine – absent.

**Minutes of Previous Meeting:** MOTION: Lehman, second by Gross to approve minutes from November 13, 2023 meeting. Motion carried.

**Correspondence, communications, and public comments:** A thank you and two donations were received.

**Committee Reports:**

**\*Finance:** Nothing out of the ordinary for the month. Holiday donations have been acknowledged. MOTION: Punzelt, second by McGill to accept finance report. Motion carried.

**\*Book:** None

**\*House:** Director Boylan reported that some of the outside downspouts have gone missing. The sharps box in the ladies washroom was removed. MOTION: Gill, second by Punzelt to accept house report. Motion carried.

**Librarian’s Report**: Director Boylan reported that the security cameras have been ordered and hopefully will be installed in a couple of months. Preschool Storytime will begin again at the library. Circulation is higher and the library has seen an increase in young patrons. AR stickers have proven to be popular with parents and students.

\***Friends:** The Friends will be making Santa Sacks again for distribution during the holidays.

**Old Business:** MOTION: McGill, second by Lehman to immediately increase hourly rate of an experienced employee to reflect current pay scale. Motion passed. Director Boylan will create a outline for the creation of a Strategic Planning Committee. This committee will set up a 5-year plan for the library. Discussion of a garden on the north side of the library was discussed with no decision being made at this time.

**New Business:** The board reviewed an annual policy pertaining to Staff Cell Phone Reimbursement. MOTION: Punzelt, second by McGill to accept policy. Motion carried. A yearlong survey of traffic by the hour will be conducted at the library. Director Boylan presented the 2024 calendar year for meetings and holidays. MOTION: Gill, seconded by Punzelt to approve calendar year. Motion carried. A discussion of window replacement or repair followed with an estimate of replacement windows. More information on grant monies, historical preservation, etc. is needed.

**Miscellaneous:**  Closed Christmas and New Year’s Day.

The meeting was adjourned at 5:47p.m. Next regularly scheduled meeting is Monday, January 8th, 2024.

Respectfully submitted,

Evie Gill, Secy.